



**500 S. 4th Avenue, Brighton, CO 80601**

**MINUTES of the Brighton Historic Preservation Commission meeting for the City of Brighton, Adams County, Colorado held in the Council Chambers at City Hall at 500 South 4<sup>th</sup> Avenue, Brighton, Colorado.**

**DATE: February 14, 2019**

**Call to Order/Pledge of Allegiance:** Chairman Danielle Henninger called the meeting to order at 6:05 p.m. followed by the pledge of allegiance.

**Roll Call/Establish Quorum: Commissioners Present:** Sara Dawson, Danielle Henninger, Dick Hodge and Mark Humbert

**Commissioners Absent: (Excused)** Hero Dahlman (Youth Rep)

**Staff Present:** Kim Bauer and Sheryl Johnson

**Others Present:** Catherine Johnson

**Seating of Alternates:**

There were no alternates to seat.

**Approval of Agenda:**

Motion to approve the agenda as is by Sara Dawson. Second by Dick Hodge. Motion carries.

**Approval of Minutes for January 10, 2019:**

The minutes for January 10, 2019 were approved as distributed.

**Consent Agenda:**

No items

**Public Comment:**

No public comments.

**Reports / Presentations:**

There were no reports or presentations.

**Committees:**

No committee reports.

**Staff: Kim Bauer**

***GRANTS & SURVEYS:***

**CLG / SHF Grant – Brighton Subdivision** – Kris Autobee has submitted all of the draft 1403 forms to the State for review. The next steps are editing by staff. The History Colorado staff has reviewed and completed their edits. Kim will share them in Google drive. Dick stated that some of the architectural features and uses of the structures was missing in the forms. He would send the information to Kim to get in the reports.

**Brighton Grain Elevator** – On February 8<sup>th</sup>, the grain elevator burned down. The fire is still being investigated. The elevator will probably be ordered to be demolished. The silos were undamaged. There was a sign that may still have some significance. Union Pacific Railroad (UP) owns the building and they will have a say what happens also. Staff has been in contact with the History Colorado in regards to the grant that was secured for this project.

### ***HISTORIC PROPERTIES / REFERRALS:***

**Foley Barn** – Staff has completed the review of the permits for the barn project. Staff received the requested revisions and approved the permits. The project will continue to move forward.

**113 E. Bridge Street – Downtown Historic District** – Staff met with the applicant about the Certificate of Appropriateness for a new sign. The required revisions were discussed and how the design guidelines would not allow for the type of sign that they initially submitted for. Staff is still waiting for the revisions.

**33 North Main Street** – Staff received a Certificate of Appropriateness application for new window and garage doors in the rear elevation as well as signs for the front and rear elevations. Staff reviewed the COA and discussed with the applicant that the proposed application does not meet downtown historic district design guidelines. Staff is waiting for the revisions. Some of the façade was modified in the 50s and 60s.

**117 N. Main Street – Unit A** – Staff received as Certificate of Appropriateness for a proposed new rear fence at Something Brewery. After the review, staff was able to approve the COA given the scope of work proposed

**Brighton Lakes** – Staff is continuing to work with the applicant to address the comments and requested forms. Staff has been working with the applicant since December on the application for 15300 and 15550 E. 144<sup>th</sup> Avenue also known as Brighton Lakes regarding the requisition of proper architectural inventory forms. Intensive-level survey forms are requested for the farm known as Two Bar Dairy as well as Starbuck Farm. Staff has the #1417 and #1417b forms from 2012 which are reconnaissance forms but has asked for a more in-depth #1403 forms to be completed for both farms prior to final approval.

**Brighton Lakes Barn** – Staff continues to work with the applicant to address the comments and requested forms. Staff has been working with the applicant as noted at the January meeting regarding the barn located at 15880 E. 144<sup>th</sup> Avenue. The barn is just east of the Brighton Lakes project. The applicant is not proposing a full demolition but are planning to demolish some sections of the existing structure which will require a review by the Demolition Subcommittee.

**Permits and Plans** – Staff reviewed plans and permits for the following properties:

33 North Main Street – This property is a house and staff has reviewed 3 permits associated with this structure. They are located in the Downtown Historic District. They are required to have a COA review before approval of the permits is granted.

148 N. Main Street – Staff reviewed a permits for this property located in the Downtown Historic District. They were informed that a COA review would be required before the permit was approved.

### ***BUDGET:***

**Budget Planning** – Staff informed the commission that they had plans on making a number of operational related purchases for the museum. The Walking Tour brochure was submitted and posters for the new exhibit have been purchased. Staff is working on a timeline poster also.

### ***HPC OFFICE / MUSEUM:***

**Museum Staff Updates** – Hero has been continuing to work on scanning the Brighton Blade papers to expand the digital collection. She also helped with the installation of the new exhibit creating one display with her own design. Brianne has completed the installation of the new exhibit which opened January 25<sup>th</sup>. Brianne will help with the creation of the presentation for the talk at Anythink Library on February 23<sup>rd</sup> and will continue to help with research projects.

**Museum Updates** – The new exhibit is open to the public. There has already been 24 visitors to come and view the new exhibit. Staff will now shift their attention to other museum-related priorities. The first priority will be to finish cataloging the collection. Not everything that is part of the museum collection has been cataloged which is an important step for the StEPs process. This is a priority to help organize and understand all of the items that the Brighton City Museum holds in its collections.

**StEPs** – Staff has reworked the governance structure as part of the StEPs program. The structure indicates a clearer, more streamlined, organization that provided the hierarchical structure that the Brighton Museum works within. The

hierarchical structure is 1) City Council; 2) Historic Preservation Commission; 3) Community Development Staff; 4) Historic Preservation Coordinator; and 5) Museum Support Staff which would include volunteers.

**Watchlist Updates** – Staff has started adding resources to the newly-renovated user interface of the Watchlist which has been moved to Google Drive. Kim will try and get links for the Commissioners in which they could view it but would not be able to make edits in the document. Staff is also working to put in a priority demarcation system that will rank the properties as high, medium and low.

**History-related Talks in 2019** – Staff gave one public talk at the Eagle View Adult Center (EVAC) on February 1, 2019. The talk drew 45 people and had a waiting list of 25 people. Edits will be made to the presentation to include a map of all the properties and include some more historical information. The presentation will be offered at EVAC again on March 23<sup>rd</sup>. Six more talks are already in the works. The goal is to have a talk a month. The current schedule is looking like: February 23<sup>rd</sup> – Anythink Library; February (TBD) – Cottonwood Seniors Museum tour; March (TBD) – NTHP Field Study Tour Dry-Run (only if selected); March 27<sup>th</sup> – EVAC at 1:00 p.m.; May (TBD) – Talk at EVAC; September (TBD) – EVAC; September / October – Moonlight Tour at the Bromley Farm.

### **Unfinished Business:**

#### ***2019 Budget***

The January 2019 expenses were presented. So far in 2019, \$1,907.38 has been spent. The National Preservation Conference will be held in Denver this year. This may allow for some of the commissioners to attend.

#### ***Miller Subdivision Research***

Three out of five sections have been completed. The information will be put in the spreadsheet and then available to the Commission. The construction years have been added also. There are some early 1900s otherwise they are mid to late 1900s. The Central Addition is a huge section. There are smaller sections to the south and some to the north. The grant application deadlines are April 1<sup>st</sup> and October 1<sup>st</sup>. It is the hope to have the research done by this summer to apply for a grant then otherwise would have to wait until next year. This was the #4 priority of the top 5 priorities on the original survey plan. The sections have been broken down with about 13 properties in each. Information that is being reviewed is building materials such as wood frame, brick, steel, vinyl siding; what type of house it is – A Frame, Tudor; history of the neighborhood; and if there are some historic properties that are significance which are visible.

### **New Business:**

***Review of Current Ordinances / By-Laws*** – A motion was brought forth to the Commission from Sara Dawson – I would like to make a motion for the Brighton Historic Preservation Commission to review the following section of Brighton Municipal Code as it relates to the Historic Preservation Commission membership with the intention of amending the said code to be more inclusive of membership outside the city limits for nonprofessionals:

*Section 2-66-10, Establishment; membership originally implemented in September 2007 (Ordinance No. 1925), as amended in December 2010 (Ordinance No. 2081) and again in March 2014 (Ordinance No. 2170).*

*The ordinance states in Section 2-66-10(b) “Members shall be residents of the City of Brighton for a least one (1) year prior to their appointment and shall have a demonstrated interest or expertise in preservation-related disciplines including but not limited to history, architecture, landscape architecture, architectural history, historic archaeology, urban planning, American studies, American civilization, or related disciplines such as the building trades, cultural geography or cultural anthropology, real estate, finance or law.”*

*Additionally, in Section 2-66-10(b)(1)(c) “The City Council may appoint no more than three (3) members to the Historic Preservation Commission that reside outside of the City limits. Members who reside outside of the City limits shall be appointed, if necessary, to fulfill historic preservation professional vacancies.”*

*Accordingly, our ordinance states that the Historic Preservation Commission should consist of seven (7) members, with no fewer than three (3) professionals, as described in Appendix 1, of the Colorado Certified Local Government Handbook, and up to two (2) alternates.*

*Please note that in Section 2-66-40(e) “A quorum of the Historic Preservation Commission shall be at least four (4) members.” Additionally, in accordance with the Colorado Certified Local Government Handbook (April 2016), The State of Colorado requires the Certified Local Government’s Commission to have a minimum of five members.*

The motion was seconded by Dick Hodge. The motion carried with all in favor – Danielle Henninger, Sara Dawson, Dick Hodge and Mark Humbert.

The new boundaries would need to be determined. Should it be opened up to residents that live close but are outside of the City limits? This would need to be defined. Currently we have been surveying properties that are not in Brighton City limits. The Commission will work with staff to move forward to extend the boundary. We do want to be respectful that we do not encroach on Ft. Lupton's or any others territory. Matt Forbis may be able to draw up some maps to better show the surrounding areas. Some recommendations will be brought to the March meeting.

***Historic Preservation Awards Luncheon*** – May is Preservation month. The Awards Luncheon has been done in May in the past. Possible dates are May 11<sup>th</sup>, 18<sup>th</sup> or 19<sup>th</sup>. Previously the luncheon has been at the Armory, the Bromley Farm and Jordinelli's. This year Danielle is suggesting doing it at Big Choice Brewery. They open at 12:00 noon on Sunday's but would allow the Commission to hold their Award Ceremony at 11:00 a.m. – 12:00 noon before they open. This would be the May 19<sup>th</sup> date then. If they are not able to open at noon, they charge a \$150 an hour fee. Those invited to the Awards Luncheon would come at 11:00 a.m. for the ceremony and then lunch could follow. Danielle will work on the details. A Proclamation for Historic Preservation Month will be at the beginning of the month at the May 7<sup>th</sup> City Council meeting. Currently there are no nominations for the brick awards. If anyone has nominations, they should get the names and information to Danielle or Kim. The nominations will be due the beginning of April.

***Interview Applicant for the Commission*** – Catherine L. Johnson was the applicant for the Historic Preservation Commission. Catherine has worked for a Historic Preservation Company and has worked with tax credits and historic easements. Following the interview and discussion by the Commissioners, it was determined that she would qualify as a commissioner.

A motion to move the nomination for Catherine L. Johnson forward to City Council as a professional member for the Historic Preservation Commission by Dick Hodge. Second by Mark Humbert. The motion carried unanimously.

Kim will get the dates for Catherine when she will be meeting with City Council for the next step of the process.

**Additional Comments:**

Kim has not heard back from Risa Rich and Jo Pinto if they are going to apply for the commission. She will try and reach out to them.

**Adjournment:**

Motion to adjourn at 7:48 p.m. by Mark Humbert. Second by Sara Dawson. All in favor.

**Announcements:**

State of the City – Thursday, March 21, 2019 – 7:30 a.m. at the Armory (has now been moved to May 16<sup>th</sup>)  
Spring Fest – Downtown Brighton on N. Main Street – Saturday, April 13<sup>th</sup> – 12:00 noon to 4:00 p.m.  
Historic Preservation Awards Luncheon – TBD (Probably May 19<sup>th</sup> now)  
May is Historic Preservation Month

**Next Meeting:**

March 14, 2019

Submitted by,

Sheryl Johnson